



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## Finance Committee Minutes 02-20-2002

ARLINGTON FINANCE COMMITTEE  
 MINUTES OF MEETING  
 7:30 PM O'Neill room Community Safety Building  
 2/20/02

### ATTENDEES:

Janowitz	Feinleib	Kocur*	O'Neill	Mahoney
DeCoursey*	Connors*	Simmons	Morrisette	
Tosti*	Foskett	Deyst*	Ronan*	
Piandes*	Franclemont*		Olsen*	
DuBois*	Howard*	Fanning	Tosi*	Kneeland*

\* Indicates present

**VISITORS:** Director of Planning Alan McClennen

**MINUTES** of 2/11/02 approved as printed. Unanimous.

**GENERAL:** Tosti and Foskett are working on the spreadsheets that apply the "O'Neill formula." Tosti plans to present the results to the Budget & Revenue Task Force on Monday.

**ARTICLE 61 LAND ACQUISITION/REEDS BROOK:** McClennen, using a handout, described 2 small parcels on the western edge of the site which the owners thought they had sold but which the Registry of Deeds said had not been sold. He expects to acquire these parcels at little expense without controversy. No appropriation is required. A suggested vote was included in the handout. McClennen will arrange Town Counsel review of the wording.  
 VOTED favorable action to acquire the property as proposed. Unanimous.

**REEDS BROOK STATUS:** The Town received 9 bids on phase 1, drainage improvement. The low bid was \$2.745million vs an estimate of \$3.1million. McClennen expects work to start in March with clearing out the brook/storm drain in Lexington. He expects to finish this phase this year and to bid the surface plan next winter. A FEMA flood damage settlement offsets project cost inflation related to the delay. The Summer St drainage improvement will be carried out by Town workers and will be reimbursed by the State.

**SYMME STATUS:** Consultant proposals expected in mid-April.

The Central Government Subcommittee presented the following budgets:

**BUD 15 ZBA:** VOTED \$19,570 as recommended in the budget book. Unanimous.

**BUD 2 TOWN MANAGER:** The Subcommittee requested to find out where the Manager's raise was budgeted last year. VOTED \$308,314, as recommended in the budget book. Unanimous.

**BUD 9 LEGAL:** The FinCom discussed the policy of starting new hires at step one, which was not followed for the legal secretary replacement. The majority opinion supported this action because this skill is hard to find. This topic will be reviewed

w/ the Manager on 3/4. The Subcommittee adjusted the budget to reflect the reduction in workers Comp proposed by the department. This reflects a shift from Works Comp to Legal Expense, which more accurately reflects the experience over the last 2 yrs than the original proposal. VOTED \$426,627 expenses, \$300,701 personal services, \$13,960 W&S offset for a total of \$693,368.

**BUD 10 CLERK:** The Subcommittee explained the large advertising budget to be caused by the larger than usual legal notices, especially for zoning changes, that are required by law. VOTED \$190,595, as recommended in the budget book. Unanimous.

**BUD 11 REGISTRAR OF VOTERS:** VOTED \$91,838 as recommended in the budget book. Unanimous.

**BUD 13 PLANNING:** The FinCom discussed the handling of M Schedule merit increases. This year they are shown in the budget like step increases. Will those above the midpoint also receive COLAs? Another topic for discussion w/ Manager. No vote on this budget because of an error in the Director's salary.

**BUD 14 REDEVELOPMENT:** The FinCom discussed whether the property budgets could be reduced because of less than expected energy costs but decided to take no action. VOTED \$340,727 as recommended in the budget book. Unanimous. The Library/Human Services Subcommittee reported on the following budgets using a handout to show recommended changes.

**BUD 20 LIBRARY:** The Subcommittee described a series of reductions. In addition they reported that State library aid would be reduced by at least 7%. VOTED \$1,616,142. Unanimous.

**BUD 21a HUMAN SERVICES ADMIN:** In this budget and in others the Subcommittee reduced step increases to match the actual cost when the increases take place at midyear. VOTED \$103,030. Unanimous.

**BUD 21b VETERANS SERVICES:** The expense budget was reduced to more closely match actual recent year expenses. VOTED \$187,045. Unanimous.

**BUD 21c BOARD OF HEALTH:** The FinCom discussed the Subcommittees recommendation to cut the goose egg-adding program (\$2,700). The FinCom voted, 6-2, not to make this reduction. The other suggestions were accepted. VOTED \$175,726. Unanimous. The Subcommittee was requested to check on whether the Tobacco Control Officer was paid from a grant.

**BUD 21d COUNCIL ON AGING VOTED:** \$146,692. Unanimous

**RECREATION EF:** This budget now includes a field supervisor. Some salary expense has been transferred to the rink. VOTED \$326,188 revenue-\$317,117 expenses =\$9,071, as recommended in the budget book. Unanimous.

**VETERANS MEMORIAL RINK:** The Subcommittee recommended retained earnings be used to balance this budget. VOTED - \$384,100 revenue-\$384,023 expenses =\$77. Unanimous.

**YOUTH SERVICES EF:** The Alcohol Education Directors hours will be reduced to compensate for loss of a State grant of \$21.7k. Several salary budgets reduced to account for reduced summer hours. VOTED \$117,246 revenue-\$381,090 expenses = (\$26,3844). Unanimous.

**COA TRANSPORTATION EF:** This fund balanced with retained earnings. Discussions under way to eliminate one van. VOTED \$143,846 revenue-\$141,696 expense=\$2,150, as recommended in the budget book. Unanimous. The Subcommittee also reported that the 2 revolving funds administered by Human Services, Whittemore-Robbins and Fox Community Center are healthy.

#### **COMMITTEE BUSINESS:**

The Executive Secretary provided a revised hearing schedule: 3/4 Town Manager Articles & Budget; 3/13 School Committee Budget & Articles; 3/25 Art 62. Mondays meeting is canceled. Next meeting is Feb 27.

**RESERVE FUND BALANCE:** \$231,272

Peter B. Howard, secretary

